



Group Award Specification for:

Higher National Certificate

Oral Health Care: Dental Nursing

Group Award Code: GC7R 15

Higher National Diploma

Dental Nursing

Group Award Code: GC7T 16

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Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of Higher National qualifications.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. This document is the latest version and incorporates the changes summarised below. Centres are advised to check SQA's APS Navigator to confirm they are using the up to date qualification structure.

NOTE: Where a Unit is revised by another Unit:

- ◆ No new centres may be approved to offer the Unit which has been revised.
- ◆ Centres should only enter candidates for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version number	Description	Date
11	Pg 24 Added text under General Information for Candidates: Core Skill of Problem Solving is embedded in Units Oral Health Care Graded Unit 2 and Dental Nursing Graded Unit 2	01/03/16
10	Revision of Unit: (F69D 34) Dental Nursing: Scientific Principles in the Management of Plaque Related Diseases is been replaced by (H9R7 34) Dental Nursing: Principles in the Management of Plaque Related Diseases and will be finished on 31/07/2017. (F69A 34) Dental Radiography has been replaced by (H9R8 34) Dental Radiography and will be finished on 31/07/2017. (F69C 34) Dental Nursing: Principles of Oral Health Assessment and Treatment Planning has been replaced by (H9R9 34) Dental Nursing: Principles of Oral Health Assessment and Treatment Planning and will be finished by 31/07/2017. (F69B 34) Dental Nursing: Principles of Infection Control in the Dental Environment has been replaced by (H9RA 34) Dental Nursing: Principles of Infection Prevention and Control in the Dental Environment and will finished by 31/07/2017. (FN3M 34) Oral Health Care: Dental Nursing: Graded 1 has been replaced by (HA02 34). (FN3N 35) Dental Nursing: Graded 2 has been replaced by (HA03 35)	14/10/15
09	Revision of Unit: Oral Health Care: Managing Health and Safety in a Dental Environment F1XM 35 revised by H8P9 35 Oral Health Care: Managing Health and Safety in a Dental Environment. Original unit F1XM 35 has a lapse date of 31/07/2015	02/02/15
08	<i>Offer Information and Support to Individuals about Dental Services and the Protection of Oral Health (H4PV 04) and Reflect on, Develop and Maintain Own Skills and Practice in Learning and Development (FD42 04) added as optional Units to both HNC and HND frameworks.</i> <i>Dental Nursing: Special Care Practice (H69M 34) and Dental Nursing: Principles and Policies for Special Care Provision (H69N 34) have been removed from HND framework.</i>	16/06/14
07	<i>Dental Nursing: Special Care Practice (H69M 34) and Dental Nursing: Principles and Policies for Special Care Provision (H69N 34) have been added as optional Units.</i> <i>H4X4 04 Provide Basic Life Support added as an alternative to DP0F 04.</i>	03/03/14

	F302 04 <i>Prepare and Maintain Environments, Instruments and Equipment for Clinical Dental Procedures</i> revised by H4PT 04. F308 04 <i>Contribute to the Production of Dental Radiographs</i> revised by H4PX 04. F304 04 <i>Provide Chair Side Support During the Assessment of Patients' Oral Health</i> revised by H4PW 04. F308 04 <i>Contribute to the Production of Dental Radiographs</i> revised by H4PX 04. F306 04 <i>Provide Chair Side Support During the Prevention and Control of Periodontal Disease and Caries, and the Restoration of Cavities</i> revised by H4PY 04. F307 04 <i>Provide Chair Side Support during the Provision of Fixed and Removable Appliances</i> revised by H4R0 04. F303 <i>Provide Chair Side Support During Non Surgical Endodontic Treatment</i> revised by H4R1 04. F305 04 <i>Provide Chair Side Support During the Extraction of Teeth and Minor Surgery</i> revised by H4R2 04.	
06	<i>Dental Nursing: Oral Health Promotion and Dental Public Health</i> (H5WT 35) and <i>Dental Nursing: Oral Health Education</i> (H5WV 35) have been added as optional Units to the framework.	21/01/14

Version number	Description	Date
05	<i>Local Decontamination of Re-usable Instruments</i> (H485 34) has been added as an optional Unit to the HND framework.	21/05/13
04	Changes to code: <i>Creating a Culture of Customer Care</i> from DJ42 34 (<i>lapse date 31/07/2013, finish date 31/07/2015</i>) to H1F0 34. Added to Framework: <i>Dental Radiography: Operator</i> H0AH 36.	21/01/13
03	Page 22, Advice on Internal & External Verification of level 9 Dental Radiography Unit.	06/12/12
02	Specialist Units added to optional section of HND. Additional information on the Approval process added to section 10.	16/01/12

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1 Introduction

This is the new Group Award Specification for, HNC Oral Health Care: Dental Nursing and HND Dental Nursing, which were validated in June 2011. This document includes:

- ◆ background information on the development of the Group Awards
- ◆ aims of the awards
- ◆ guidance on access
- ◆ details of the two Group Award structures
- ◆ guidance on Approval
- ◆ guidance on delivery

2 Rationale for the development of the Group Awards

2.1 Overview

The new Group Awards; Higher National Certificate (HNC) and Higher National Diploma (HND) are occupationally-specific, industry-led qualifications and have been developed under the Design Principles for Higher National Qualifications. They have been developed in collaboration with key stakeholders from the public and private sectors and FE colleges and the NHS.

The new Qualifications will form part of a suite of occupationally-specific awards for the oral health care domain and will constitute the first formally certificated awards at HNC and HND for this sector in the SQA catalogue. This suite includes currently:

- ◆ SVQ in Dental Nursing at level 3
- ◆ PDA in Dental Nursing at SCQF level 7
- ◆ PDA in Oral Health Care (OHC): Dental Managers at SCQF level 8
- ◆ PDA in OHC: Facilitating Learning and Training in the Workplace at SCQF level 8
- ◆ PDA in OHC: Dental Administrators at SCQF level 6
- ◆ HNC/D Dental Technology

The new awards have been developed in response to a need for clear progression and articulation routes for both new and experienced (qualified) dental nurses. The HNC provides an exit point at the end of Year 1 which provides the learner with an opportunity to gain employment as a dental nurse. They may then also access the additional add on Units which are required for the purpose of GDC registration. The HND provides an inclusive dental nursing curriculum offering opportunities to those who wish to study and operate at a higher level. The HND incorporates a number of new Units in specialist areas such as Dental Impressions, Practice Inspection and Managing Quality in Dental Practice which reflect the current GDC Scope of Practice and facilitate Continuing Professional Development for qualified dental nurses.

The awards are designed to develop the four capacities of Curriculum for Excellence; Confident Individuals, Successful Learners, Responsible Citizens, Effective Contributors, and to also offer candidates challenge and enjoyment, breadth, depth, personalisation and options.

2.2 Key factors

The development of these new awards takes account of the changing landscape of delivery and funding challenges facing dental nurse training in Scotland and will allow providers to meet the diverse needs of the learner and the employer in a structured way. The new courses are designed to complement and enhance existing provision by incorporating key competencies, knowledge and skills contained in existing Units and combine these with new Units to provide progression and specialisation.

The rationale for developing the HNC/D came from an identified professional need to offer clear articulation routes onto higher level programmes. There are currently 42, 719 registered dental nurses in the UK (*GDC annual report 2009*), 4335 of these are in Scotland (*Analysis of the Dental Workforce in Scotland NES 2010*) but there are few national dental nursing qualifications available above SCQF level 7 which provide dental nurses with the scope and opportunity to progress within their chosen career.

The implementation of the GDC's Scope of Practice has also been influential in this development as it affords the dental nurse an opportunity to actively engage as a member of the dental team at a higher level through the provision of patient care which is prescribed to them from a GDC registered dental practitioner. The dental nursing 'additional skills' and 'additional skills on prescription' are contained in section 5 of the General Dental Council *Scope of Practice*

The GDC requirement for dental care practitioners to undertake 150 hours of Continued Professional Development (CPD) every five years has also informed the development of these awards.

2.3 Content and context

The General Dental Council (GDC) is the statutory body that regulates dentistry in the United Kingdom. Its stated aims are to regulate the profession and protect the public and to that end it restricts who can legitimately work in any capacity in the provision of dental care. All members of the dental team are legally required to be registered with the General Dental Council and to do so candidates are required to have a recognised qualification. Currently, the SQA qualifications recognised by the GDC for registration are the PDA in Dental Nursing at SCQF level 7 and the SVQ in Dental Nursing at level 3. Candidates require both to meet the registration requirements.

Although initially it had been intended to produce only an HND (as the SVQ/PDA route to registration was already available), SQA considers it important to have an exit point at the end of year 1 with a recognised qualification for candidates who do not wish to progress in further education at that stage.

Candidates who are participating in the HNC will be working towards a Graded Unit and simultaneously undertaking mandatory Units from the SVQ level 3 in Dental Nursing (G8VG 23). The HNC framework also includes the component Units of the PDA in Dental Nursing (G9C4 47), including the external exam Unit. This is the pathway towards registration with the GDC and allows participants a legitimate right of access to train in a dental environment in the UK.

Candidates exiting at the end of Year 1 will need to complete all of the remaining Units of the SVQ to meet the requirements for registration.

It is essential that candidates are fully aware that the awarding of the HNC Oral Health Care: Dental Nursing will neither in itself allow successful candidates to register with the General Dental Council as a dental nurse nor will it confer the status of qualified 'dental nurse' in terms of registration with the General Dental Council.

The HNC provides the successful learner with a certificate as evidence that they have completed the external examination component of the GDC registerable qualification. It is also learner-centered as it enables the learner to progress at a pace which suits their learning styles and circumstances.

In summary; successful completion of Year 1 will:

- ◆ provide progression to Year 2
- ◆ provide the opportunity for candidates to achieve the external examination (required for registration)
- ◆ allow candidates to achieve all the component Units of the PDA in Dental Nursing in addition to Units from the SVQ in Dental Nursing which will progress them towards registration with the GDC
- ◆ offer the award of HNC to candidates who may wish to enter employment as a dental nurse, or having accrued SCOTCAT points articulate onto a higher level educational programme of their choice

The HND will be achieved upon successful completion of 2 years of study. Its SCQF rating at level 8 suggests a higher level award placed within a higher education portfolio. The curricular content of the second year offers both mandatory and optional Units to allow centres to design tailored programmes to suit the interest of candidates and the subject specialism of the staff delivering the programme.

Centres must ensure that any Units offered as part of the HND which state that the candidate should be registered with the GDC are only delivered to those learners who have that status.

It would be contingent on the candidate to be GDC registered to complete the HND.

The HND framework has mandatory and optional sections designed to reflect areas of the Scope of Practice 'additional' and 'prescribed additional' skills that a dental nurse could develop during their career. The mandatory section is designed to enable candidates to develop skills in specialist areas such as practice inspection and oral health improvement as well as developing management skills. The optional Units allow a broad range of skills to be developed, including Dental Impressions and Managing Quality.

The Units contained within the framework can also be taken as free standing Units for CPD purposes. The framework also offers the opportunity to develop professional attitudes and practice in relation to patient care.

In order to facilitate candidates to meet the requirements for registration with the GDC, the Year 2 framework incorporates, as options, all Units from the SVQ as they may not have been achieved as part of the HNC.

3 Aims of the Group Awards

Mapping of the specific aims of the Group Awards against Unit content is shown in section 6.

3.1 General aims of the Group Awards

- ◆ enable progression within the SCQF
- ◆ provide opportunities for career planning and enhance candidates' employment prospects
- ◆ develop transferable skills, eg organising/planning/personal effectiveness/team working/time management/record keeping
- ◆ develop Core Skills, ie ICT/Communication/Problem Solving/Working with Others and Numeracy
- ◆ develop the four capacities of Curriculum for Excellence
- ◆ address some of the GDC Scope of practice and continual professional development requirements

3.2 Specific Aims of the HNC in Oral Health Care: Dental Nursing

- ◆ to provide a structured programme of learning which supports candidates to achieve all of the component Units of the PDA in Dental Nursing
- ◆ to provide candidates with the opportunity to achieve the external examination component (PDA Dental Nurse Assessment) which forms part of the registration requirements of the GDC
- ◆ to enable candidates to achieve key mandatory Units of the SVQ in Dental Nursing
- ◆ to enable candidates to develop specific knowledge and skills, namely:
 - self reflection
 - infection control in the dental environment
 - oral health assessment and treatment planning
 - dental radiography
 - scientific principles in the management of plaque related diseases
 - basic life support
 - preparation and maintenance of the dental environment, instruments and equipment
 - health and safety issues within the dental environment
- ◆ to provide the learner access to employment as a dental nurse
- ◆ to enable progression to the HND in Dental Nursing
- ◆ to provide an exit point at end of Year 1 for candidates who are unable to continue with the HND

3.3 Specific aims of the HND in Dental Nursing

- ◆ to support the Scope of Practice ‘additional skills’ and ‘prescribed additional skills’ that registered dental nurses can develop throughout their career, namely:
 - skills in oral health education and oral health promotion
 - dental impressions
- ◆ to develop advanced professional attitudes and practice in relation to patient treatment, namely;
 - customer care
 - health and safety
 - data handling and protection
 - stress management
- ◆ to develop skills and knowledge to facilitate a practice inspection
- ◆ to develop skills and knowledge to support the learning and development of colleagues

4 Target groups

The awards are designed to be both flexible and supportive. They are aimed at candidates who wish to enhance their knowledge and skills in dental nursing, their Core Skills and other transferable skills which will prepare them for further study or employment.

The qualifications are suitable for a wide range of candidates:

- ◆ individuals seeking a career in dental nursing
- ◆ individuals seeking a career in dental nursing in the absence of employment as a trainee dental nurse
- ◆ dental nurses wishing to develop 'additional' and 'prescribed additional' dental nursing skills which are listed within the GDC Scope of Practice for dental nurses
- ◆ dental care professionals who wish to access the Units for CPD purposes
- ◆ returners to work who wish to upskill or refresh their existing dental nursing skills

5 Employment opportunities

The HNC may provide the candidate with an opportunity to gain employment as a dental nurse. They will need to also access the additional Units which are required for the purpose of GDC registration.

The HND may offer the candidate employment opportunities to work at a higher level as a dental nurse with 'additional skills' and actively contribute to the provision of advanced patient care under the prescription of the dentist.

6 Access to Group Awards

6.1 General Access requirements

Access to the HNC/D is at the discretion of individual SQA approved Centres and will form part of the submission for approval to offer the Award. However as these are advanced awards with recognised levels of demand it is recommended that the candidate has a good level of general education, particularly good communication skills. This may be demonstrated through a pre-assessment interview or by the candidate's existing qualifications, eg SQA English or Communication Units at SCQF Level 5 and/or other equivalent qualification such as the NEBDN National Certificate or qualifications from another Awarding Body.

The Units within this Group Award can also be accessed as standalone Units for the purpose of responding to individual workforce planning needs, improved professional practice and CPD.

The awards can be taken on either full time or part time basis.

6.2 Specific Access Requirements

Candidates who wish to undertake the HND should have already completed the following qualifications (or equivalent)*

- ◆ SVQ in Dental Nursing G8VG 23
- ◆ PDA in Dental Nursing G9C4 47
- ◆ HNC in Oral Health Care: Dental Nursing GC7R 15

*eg NVQ in Dental Nursing at level 3; VRQ in Dental Nursing; NEBDN National Certificate

All candidates will require to achieve the HNC GU 1, regardless of the access route used.

Centres must ensure that any Units offered as part of the HND which state that the candidate should be registered with the GDC are only delivered to those learners who have that status.

It would be contingent on the candidate to be GDC registered to complete the HND.

6.3 Grandparent Clause

There is also scope for accreditation of prior learning (APL) as an articulation opportunity into the second year of this Award. Candidates who are registered with the GDC via the grandparenting clause may make applications to articulate into the second year of the HND programme. It is the responsibility of each individual Centre to consider the candidates suitability for this and it is strongly recommended that the HNC Graded Unit is used as a tool for benchmarking their eligibility.

6.4 Graded Units

Under the design principles for HND Qualifications, candidates are required to achieve 3 SQA Graded Unit credits, 1 at SCQF level 7 and 2 at SCQF level 8. All candidates will require to achieve the Graded Unit credits regardless of the access route used.

7 Group Awards Structure

To achieve the HND in Dental Nursing, candidates will complete 240 SCQF credit points as follows:

- ◆ HNC Year 1; 96 SCQF credit points, a minimum of 48 of which are at SCQF Level 7, including a Graded Unit.
- ◆ HND Year 2: 144 SCQF credit points, a minimum of 64 of which are at SCQF Level 8, including a 2 credit Graded Unit.

Candidates who wish to exit after successful completion of year 1 will achieve both the HNC and the PDA* in Dental Nursing at SCQF Level 7.

*Award of the PDA Certificate is contingent on the delivering centre being approved for the PDA Group Award.

7.1 HNC Oral Health Care: Dental Nursing GC7R 15

The mandatory section of Year one comprises of six Higher National Units which gives 48 SCQF points at level 7, including a Graded Unit at level 7 and three Units from the SVQ in Dental Nursing giving 40 SCQF credit points, 33 at SCQF level 7 and seven at level 6.

In addition, the optional section requires the completion of 1 SVQ Unit.

The design principles for an HNC stipulate that there must be **96 SCQF** credit points with a minimum of 6 credits (48 SCQF credit points) including a Graded Unit being at SCQF level 7. The award presented exceeds the design principles for the following reason:

- ◆ The mandatory section offers 80 SCQF credit points at level 7.

HNC Oral Health Care: Dental Nursing Framework

Mandatory Units

Unit Title	Code	SQA Credit Value	SCQF level	SCQF Credit points
Dental Radiography	H9R8 34*	1	7	8
Dental Nursing: Principles of Infection Prevention and Control in the Dental Environment	H9R8 34*	1	7	8
Dental Nursing: Principles of Oral Health Assessment and Treatment Planning	H9R9 34*	1	7	8
Dental Nursing: Principles in the Management of Plaque Related Diseases	H9R7 34*	1	7	8
Ensure Your Own Actions Reduce the Risk to Health and Safety	F300 04	1	6	8
Prepare and Maintain Environments, Instruments and Equipment for Clinical Dental Procedures	H4PT 04*	1	7	25
Provide Basic Life Support OR Provide Basic Life Support	DP0F 04 H4X4 04*	1	7	7
Dental Nursing Assessment	F6C7 34	1	7	8
Oral Health Care: Dental Nursing: Graded Unit 1	HA02 34*	1	7	8

HNC Optional Units; 8 SCQF Credit Points to be achieved

Minimum of 1 Unit must be achieved

Unit Title	Code	SQA Credit Value	SCQF Level	SCQF Credit points
Contribute to the Production of Dental Images	H4PX 04*	1	6	8
Reflect on and Develop Your Practice	H4X4 04*	1	7	8
Offer Information and Support to Individuals about Dental Services and the Protection of Oral Health	H4PV 04*	1	7	10
Reflect on, Develop and Maintain Own Skills and Practice in Learning and Development	FD42 04*	1	7	4

*Refer to History of Changes for revision changes.

The following Units are mandatory Units of the SVQ in Dental Nursing at Level 3. They are additional to, and do not form part of, the HNC Framework. Centres may wish to deliver these where time permits, in addition to the Year 1 framework as this will facilitate candidates who wish to seek registration with the GDC.

Reflect on and Develop Your Practice	DK57 04	1	7	8
Contribute to the Production of Dental Radiographs	F308 04	1	6	8
Provide Chairside Support During the Prevention and Control of Periodontal Disease and Caries	F306 04	1	7	40
Provide Chairside Support During the Assessment of Patient's Oral Health	F304 04	1	6	24
Provide Chairside Support during the Provision of Fixed and Removable Appliance	F307 04	1	7	33
Provide Chairside Support During Non Surgical Endodontic Treatment	F303 04	1	6	12
Provide Chairside Support During the Extraction of Teeth and Minor Oral Surgery	F305 04	1	6	23
Offer Information and Support to Individuals on the Protection of their Oral Health	F301 04	1	5	15
Dental Nursing: Oral Health Promotion and Dental Public Health	H5WT 35	1	8	8
Dental Nursing: Oral Health Education	H5WV 35	2	8	16

7.2 HND Dental Nursing GC7T 16

The framework of the HND comprises seven (7) mandatory Units carrying 72 SCQF Credit Points, 64 of which are at SCQF Level 8 and a suite of optional Units from which an additional 72 SCQF credit points must be achieved.

The design principles for an HND stipulate that there must be at least 30 credits (240 SCQF credit points) with a minimum of 8 credits (64 SCQF credit points), including a 2 credit Graded Unit, being at SCQF Level 8. The award presented, in conjunction with Year 1, meets the design principles as follows:

Year 2 assumes the completion of Year 1 shown above as the HNC (or equivalent) and comprises of an additional 144 credit points. Thus, the minimum requirements under the Design Principles are met by the Mandatory Section which carries 72 SCQF points, 64 of which are at SCQF Level 8 including a two credit Graded Unit.

The remaining 72 credit points will be obtained from the optional section of the framework which comprises twelve HN Units and seven SVQ Units. One Unit is at SCQF level 9, eight of these Units are at SCQF level 8 with the remainder at SCQF levels 6 and 7.

HND Dental Nursing Framework

Mandatory Units

Unit Title	Code	SQA Credit Value	SCQF Level	SCQF Credit Points
Dental Nursing: Graded Unit 2	HA03 35*	2	8	16
Creating a Culture of Customer Care	H1F0 34*	1	7	8
Dental Nursing: Supporting Oral Health Improvement	FN3R 35	1.5	8	12
Dental Nursing: Preparing a Practice for Inspection	FN3V 35	2	8	16
Legal Protection of NHSS Patient Data	FG6A 35	1	8	8
Stress Management	DH3Y 35	0.5	8	4
Oral Health Care: Managing Health and Safety in a Dental Environment	F1XM 35* (Finishes 31/07/15)	8	8	1
Oral Health Care: Managing Health and Safety in a Dental Environment	H8P9 35*	1	8	8
Oral Health Care: Dental Nursing: Graded Unit 1	HA02 34*	1	7	8
Dental Radiography	H9R8 34*	1	7	8
Dental Nursing: Principles of Infection and Control in the Dental Environment	H9RA 34*	1	7	8
Dental Nursing: Principles of Oral Health Assessment and Treatment Planning	H9R9 34*	1	7	8
Dental Nursing: Principles in the Management of Plaque Related Disease	H9R7 34*	1	7	8
Ensure Your Own Actions Reduce the	F300 04	1	6	8

Risk of Health and Safety				
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*Refer to History of Changes for revision changes.

Mandatory Units (cont)

Unit Title	Code	SQA Credit Value	SCQF Level	SCQF Credit Points
Prepare and Maintain Environments, Instruments and Equipment for Clinical Dental Procedures	H4PT 04*	1	7	25
Provide Basic Life Support OR Provide Basic Life Support	DP0F 04 H4X4 04*	1 1	7 7	7 7
Dental Nursing Assessment	F6C7 34	1	7	8
Create a Culture of Customer Care	H1F0 34*	1	7	8
Contribute to the Production of Dental Images OR Reflect on and Develop your Practice	H4PX 04* DK57 04	1 1	6 7	8 8

Optional Units — 72 credit points required

Unit Title	Code	SQA Credit Value	SCQF Level	SCQF Credit points
Dental Impressions for Working or Study Models (Dentate)	FN3P 35	1	8	8
Supporting the Dental Team in the Workplace	FN3T 35	2	8	16
Managing Quality in Dental Practice	FN3W 35	2	8	16
Oral Health Care: Managing a Dental Environment	F1XL 35	2	8	16
Oral Health Care: Policy and Legislation for Dental Managers	F1XK 34	1	7	8
Oral Health Care: Presentation Skills for Dental Managers	F20M 34	1	7	8
Developing Skills for Personal Effectiveness	DF4E 34	1	7	8
Developing the Individual within the Team	F86Y 35	1	8	8
Plan and Facilitate Learning	F552 35	2	8	16
Reflect on and Develop Your Practice	DK57 04	1	7	8
Contribute to the Production of Dental Images	H4PX 04*	1	6	8
Provide Chairside Support During the Prevention and Control of Periodontal Disease and Caries and the Restoration of Cavities	H4PY 04*	1	7	40
Provide Chairside Support During the Assessment of Patient's Oral Health	H4PW 04*	1	6	24
Provide Chairside Support During the Provision of Fixed and Removable Prostheses	H4R0 04*	1	7	33
Provide Chairside Support During Non-Surgical Endodontic Treatment	H4R1 04*	1	6	12

*Refer to History of Changes for revision changes.

Optional Units (cont)

Unit Title	Code	SQA Credit Value	SCQF Level	SCQF Credit points
Provide Chairside Support During the Extraction of Teeth and Minor Oral Surgery	H4R2 04*	1	6	23
Dental Radiography: Operator	H0AH 36*	2	9	16
Dental Nursing: Intravenous Sedation	H0BP 35	2	8	16
Dental Nursing: Orthodontics	H0BN 35	2	8	16
Local Decontamination of Re-usable Instruments	H485 34*	1	7	8
Dental Nursing: Oral Health Promotion and Dental Public Health	H5WT 35*	1	8	8
Dental Nursing: Oral Health Education	H5WV 35*	2	8	16
Offer Information and Support to Individuals about Dental Services and the Protection of Oral Health	H4PV 04*	1	7	10
Reflect on, Develop and Maintain Own Skills and Practice in Learning and Development	FD42 04*	1	7	4

*Refer to History of Changes for revision changes.

8 Mapping information

8.1 Relationship of Specific Aims to HNC Units(key)

- 1 Opportunity to achieve PDA exam component of the GDC registerable qualifications.
- 2 Enable progression to a higher level of Dental Nurse education.
- 3 Self reflection.
- 4 Infection control in the dental environment.
- 5 Oral health assessment and treatment planning.
- 6 Dental radiography.
- 7 Scientific principles in the management of plaque related disease.
- 8 Basic life support.
- 9 Preparation and maintenance of the dental environment, instruments and equipment.
- 10 Health and Safety issues with a dental environment.

Unit Title (abbreviated)	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7	Aim 8	Aim 9	Aim 10
Dental Radiography	✓	✓				✓			✓	✓
Principles of Infection Control	✓	✓		✓					✓	✓
Principles of Oral Health Assessment	✓	✓			✓			✓	✓	✓
Principles of Management of Plaque Related Diseases	✓	✓			✓		✓		✓	✓

Prepare, Maintain Environment/Equipment	✓	✓		✓		✓		✓		✓
Health and Safety	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reflect, Develop Own Practice	✓	✓	✓							✓
Basic Life Support	✓	✓		✓	✓	✓	✓		✓	✓

8.2 Relationship of specific aims to HND Units (key)

- 1 Skills in oral health education and oral health promotion.
- 2 Dental impressions.
- 3 Customer care.
- 4 Health and safety.
- 5 Data handling and protection.
- 6 Stress management.
- 7 To develop skills and knowledge to facilitate a Practice Inspection.
- 8 To develop skills and knowledge to support the learning and development of colleagues.

Unit Title (abbreviated)	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7	Aim 8
Customer Care	✓	✓	✓	✓	✓	✓	✓	✓
Oral Health Improvement	✓		✓					
Practice Inspection			✓	✓	✓	✓	✓	
Protection of Data			✓		✓		✓	
Stress Management			✓	✓		✓		✓
Health and Safety Management		✓	✓	✓	✓	✓	✓	✓
Dental Impressions		✓	✓	✓	✓	✓		
Supporting the Dental Team			✓	✓	✓	✓	✓	✓
Managing Quality			✓	✓	✓	✓	✓	✓
Managing Dental Environment			✓	✓	✓	✓	✓	✓
Policy and Legislation		✓	✓	✓	✓	✓	✓	
Presentation Skills	✓						✓	✓
Personal Effectiveness Skills	✓	✓	✓	✓			✓	✓

Developing the Individual					✓		✓	✓
Plan and Facilitate Learning					✓			✓
Chairside Support (Prevention and Control)	✓		✓	✓		✓		

Unit Title (abbreviated)	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7	Aim 8
Contribute to Radiograph Production			✓	✓	✓			
Chairside Support (Patient Assessment)	✓		✓	✓		✓		
Chairside Support (Provision of Appliances)		✓	✓	✓		✓		
Chairside Support (Endodontic Treatment)			✓	✓		✓		
Chairside Support (Extraction/Minor Surgery)			✓	✓		✓		

9 Transition Arrangements

Candidates who have previously achieved the SVQ in Dental Nursing at level 3 and the Professional Development Award (PDA) in Dental Nursing at SCQF level 7 may seek direct entry to Year 2 and the relevant credit points will be automatically transferred.

Candidates may also present with the NVQ in Dental Nursing at level 3 and the VRQ in Dental Nursing. As these qualifications are identical in content to the SVQ and PDA, Accreditation of Prior Learning may be applied for candidates allowing them full credit transfer.

In both cases, candidates will still require to complete Graded Unit 1.

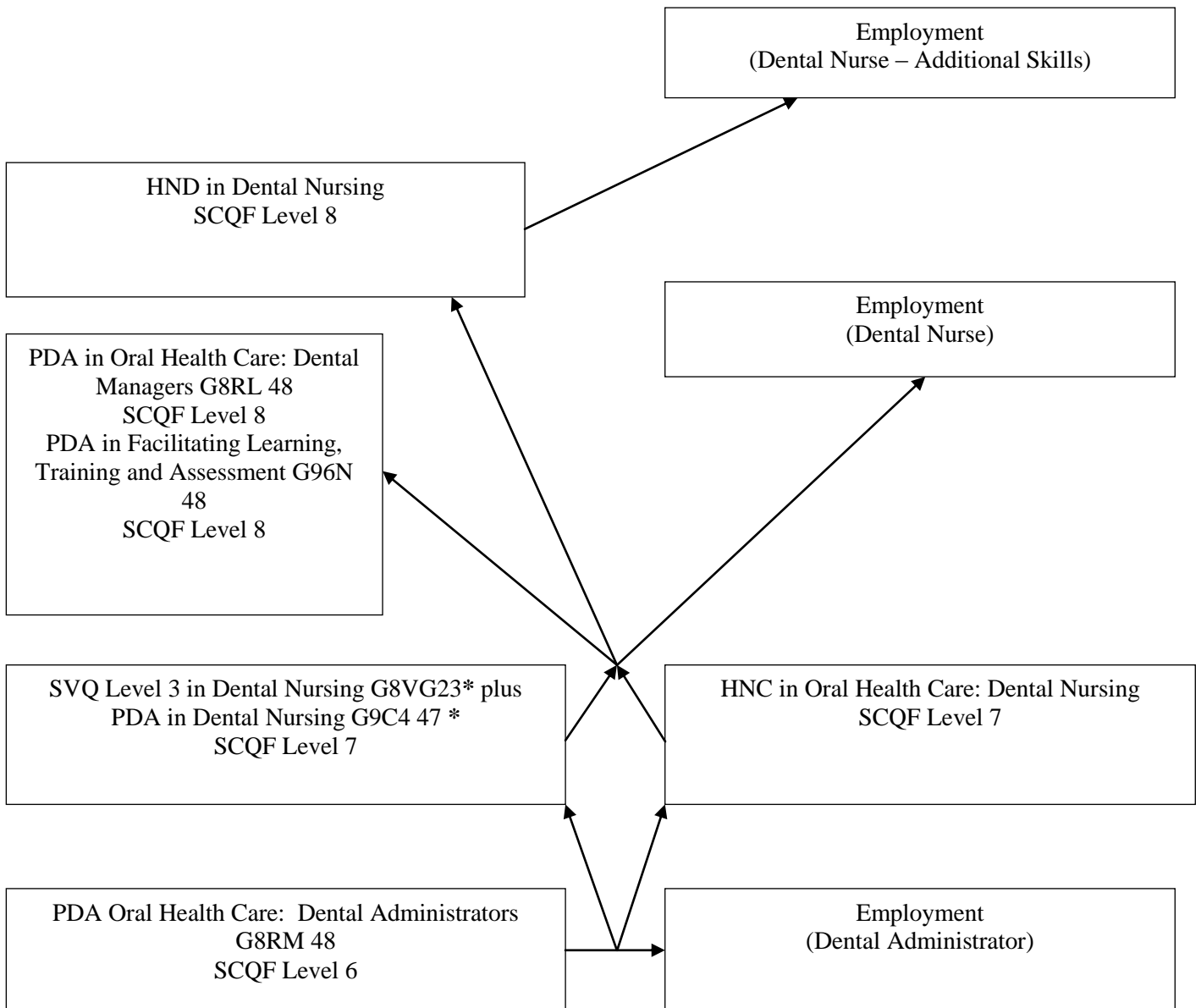
9.1 Articulation, professional recognition and credit transfer

The new awards will form part of a suite of sector-specific qualifications as shown in the diagram on the following page.

Progression from Year 1 for successful candidates would be to Year 2 of the HND. Successful candidates who did not wish to progress directly to Year 2 may exit after Year 1 with the HNC. The HNC embeds the Units of the PDA in Dental Nursing at SCQF level 7 with the external examination which forms one of the two SQA qualifications required for registration with the GDC. It also contains selected Units from the SVQ, the second SQA qualification recognised for registration. Candidates may therefore be able to continue to achieve the SVQ Units whilst in employment, having achieved 4 of the mandatory Units as part of the HNC, thus eventually enabling registration. Depending on delivery schedules within Centres, candidates may be able to achieve more than the minimum SVQ Units required for the award of HNC within the first year of the HND.

At present there is no degree provision in dental nursing making level 8 the highest level of specific qualification currently available. Successful HND candidates could broaden their skills by undertaking management or learning and development/HR qualifications at degree level.

Articulation and Progression Opportunities Mapping



Professional Recognition

Only achievement of both qualifications (marked *) allow the candidate to seek registration with the General Dental Council (GDC)

NB: Qualifications listed are representative of the Scottish Qualifications Authority provision. Individual Centres may wish to accept candidates who present with equivalent qualifications from other awarding bodies.

10 Approval

The HNC and HND Group Awards are non-devolvable; this means that all Centres must seek Specific Qualification Approval from SQA.

The reason for non-devolvable status is the inclusion of SVQ Units within the framework. Centres must sign up to the SVQ assessment strategy — this is a requirement for Approval to be granted so therefore must be checked by the Approval Officer.

Some Centres may already be delivering the SVQ and PDA in Dental Nursing, others may be new to the qualification, therefore it is anticipated that there will be two main routes to Approval.

10.1 Colleges (who are already approved to deliver the SVQ and PDA GAs)

- ◆ Centres (Colleges) with devolvable authority are eligible to seek approval through their own internal approval process for the individual HN Units* (requires submission of DAAP form to SQA)
- ◆ Once the Units are added to the Centre's approved listing, the Centre should complete and submit a Qualifications Approval Application Form (formerly called SA1) to request approval to deliver the Group Awards.
- ◆ The College will, by this point, have approval for the component Units of the HNC and HND and be signed up to the SVQ Assessment Strategy. The SQA Approval Officer will examine the application form and make a decision on an Approval visit.

10.2 All other Centres/Training Providers (including Colleges new to dental qualifications)

- ◆ Centres should submit the Qualifications Approval Application Form to SQA, requesting approval for the Group Awards and their component Units. It is anticipated that these requests will require an EV approval visit.

NB: It is strongly recommended that Centres also:

- ◆ request approval to offer the SVQ Group Award G8VG 23 and all its component Units. This will allow Centres to offer full assessment of the mandatory Units contained in the HNC framework and the additional Units required for GDC registration
- ◆ request approval for the PDA in Dental Nursing Group Award G9C4 47. This will enable candidates to also receive the PDA Certificate (which forms part of the GDC requirements for registration) upon completion of the HNC.

Please note that due to the specialist nature of the following Units, they have been deemed as **non-devolvable**. Approval for these Units will be through the submission to SQA of a Qualifications Approval Application Form and will require an Approval visit to the Centre by an SQA External Verifier.

- Dental Radiography: Operator H0AH 36
- Dental Nursing: Intravenous Sedation H0BP 35

If you are thinking of applying for approval, or have any questions about approval, please contact SQA's

[BusinessDevelopment Team](#) (tel: 0303 333 0330)

or by e-mail: mycentre@sqa.org.uk

11. Approaches to delivery and assessment

11.1 General delivery principles

Although Higher National Qualifications are normally offered by the FE sector, they may also be offered by other SQA approved centres such as private training providers and employers.

It is essential that candidates achieve the Units (or their equivalent) detailed in section 7.1 before progressing on to the second year. This qualification offers flexibility in its approach as candidates holding other forms of qualification and/or experience may gain access to year two following assessment of APL and achievement of the HNC Graded Unit. The structure of the qualification allows for a degree of flexibility in its delivery. This will enable Centres to tailor the selection of optional Units to suit the needs of candidates and meet local demand.

A sample HNC delivery and assessment schedule is attached as Appendix 1.

11.2 Delivery of Year 1 (HNC)

Centres will determine their own delivery plan based on the needs of candidates, the number of terms/semesters employed by the Centre and the mode of delivery (ie, full time, part time or blended). It is therefore not possible to provide a detailed sequence of delivery.

It is anticipated that the workplace assessed (SVQ) Units will be achieved concurrently with the theory-based Units and that evidence of competence will be drawn from work practice.

The first five HN Units detailed in Section 7.1 are the component Units from the Dental Nursing PDA. These Units integrate theory and practice and provide underpinning knowledge for the workplace (SVQ) Units. Graded Unit 1 (6th in the structure) allows for the knowledge and skills gained in the theory Units to be applied in the context of a dental nursing project. As such, it would tend to be delivered in the second and third terms to allow candidates to gather appropriate evidence.

Delivery of the Workplace (SVQ) Units will be in the candidate's workplace or placement where evidence of competence will be drawn from real work practice. Such evidence should be retained in a portfolio. It is acknowledged that candidates will achieve competence at different paces and the sequencing of Units may be affected by this.

It is anticipated that the following Units would be undertaken at the outset: *F302 04: Prepare and Maintain Environments, Instruments and Equipment for Clinical Dental Procedures*; *F300 04: Ensure your own actions reduce the risk to Health and Safety*

The delivery of the other Units will be determined by Centre and candidate need.

11.3 Delivery of Year 2 (HND)

As with Year 1, the delivery sequence will be determined by individual Centres based on practice within the Centre, timetabling and candidate need.

Year 2 focuses on the development of specialist skills and knowledge in areas such as Practice Inspection, Oral Health Improvement, Legal Protection of NHSS Patient Data and Managing Health and Safety in a Dental Environment. These, along with *DJ42 34 Creating a Culture of Customer Care* and *DH3Y 35 Stress Management* form the Mandatory Section and it is anticipated that delivery of these will start at an early point in the programme. Delivery of Graded Unit 2 should be timetabled to begin no later than midway through the session to allow candidates sufficient time to gather the necessary evidence.

The selection of optional Units will be determined by candidate and employment needs and their delivery integrated with the mandatory Units appropriately by the Centre. The optional Units cover a range of advanced specialist areas such as Policy and Legislation for Dental Managers with more generic Units covering Managing Quality in a Dental Environment, Presentation Skills for Dental Managers, Personal Effectiveness, Developing Individuals and Teams and Planning and Facilitating Learning. This allows candidates to develop additional skills within the context of the dental domain.

11.4 Assessment Methodology

SQA promotes the strategy of holistic assessment wherever possible. The HN Unit specification places the emphasis on reducing the assessment load for both candidates and Centres by encouraging Centres to devise assessments that allow assessment of the entire Unit or join the assessment of Outcomes together. The mix of theory and SVQ Units in Year 1 encourages this practice by allowing candidates to draw evidence from real work situations where appropriate. Assessment will operate through a blend of results from workplace activities and portfolios of evidence. Assessors should assure themselves of the authenticity of each candidate's evidence submission.

There will also be opportunities to integrate areas of assessment across Units.

Individual Centres may identify opportunities to integrate assessment, particularly through observation opportunities — if so an Assessment Grid and observation checklists should be retained for verification purposes.

A wide range of assessment models is possible including multiple choice questions, extended responses, observation, case studies, reports and practical assignments. Assessments may be carried out under a combination of open and closed-book conditions. Where possible, assessments should mirror potential work related situations. The individual Units Specifications show details of appropriate assessment methods.

11.5 Open Learning

Some Units, or Outcomes of Units, may be suitable for open, blended or distance learning and the use of e-portfolios is encouraged. More detailed information is included in the individual Unit specifications. However, much of Year 1 in particular, combines actual work practice with underpinning knowledge and may not be suitable for distance learning. Centres may, however, find it possible to develop solutions for all or parts of Units to be delivered in an open learning context provided all Evidence Requirements are met in full.

12 General information for centres

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website

www.sqa.org.uk/assessmentarrangements

Approval

Specific Information on Dental Nursing HNC/D qualification approval is given in section 10.

If you are thinking of applying for approval, or have any questions about Approval, please contact SQA's

[BusinessDevelopment Team](#) (tel: 0303 333 0330)

or by e-mail: mycentre@sqa.org.uk

Internal and external verification

All instruments of assessment used within these Group Awards should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Graded Units are externally verified every year therefore EVs can request to see the evidence from the Units which contribute to the GUs. This will include evidence from SVQ Units. These visits are **in addition** to the PDA and SVQ EV visits.

It is strongly recommended that Approved Centres, as part of their Quality Assurance process, should plan and carry out 100% internal verification of assessment of Unit H0AH 36 Dental Radiography: Operator. This Unit will be subject to 100% External Verification by SQA.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* (www.sqa.org.uk).

13 General information for candidates

The HND in Dental Nursing forms part of a suite of qualifications for this sector that includes the SVQ in Dental Nursing at level 3, the PDA in Dental Nursing at SCQF level 7 and a range of other specialist PDAs.

Successful completion of Year 1 will allow you to gain certificates for the:

- ◆ HNC in Oral Health Care: Dental Nursing GC7R 15
- ◆ PDA in Dental Nursing G9C4 47*

Successful completion of Year 2 will allow you to gain the certificate for the:

- ◆ HND in Dental Nursing GC7T 16

Should you also complete all of the SVQ Dental Nursing Units as part of your studies you will gain the certificate for the:

- ◆ SVQ in Dental Nursing G8VG 23*

*Award of these certificates is contingent upon centres being approved to deliver them.

You can apply to the GDC to become a registered Dental Care Professional if you have achieved both the SVQ and the PDA.

The awards consist of mandatory and optional Units covering various aspects of dental nursing. In Year 1, you will undertake 6 HN Units covering principles of infection control, oral health assessment and treatment planning and scientific principles in the management of plaque related diseases. Year 1 also includes the external exam (Dental Nurse Assessment). You will also undertake up to 5 Units from the SVQ in Dental Nursing which will be assessed in your workplace or placement covering areas such as health and safety, preparation of the clinical environment and basic life support skills.

Successful completion of Year 1 will:

- ◆ provide you with suitable occupational skills and knowledge in dental nursing to enable you to identify future opportunities for career progression
- ◆ pass the exam required as part of the GDC's registration requirements
- ◆ allow you to progress to Year 2 of the HND — OR —
- ◆ allow you to exit at this stage with an HNC

In year 2, you will have the opportunity to gain more specialised skills and knowledge related to the GDC Scope of Practice. This will be of particular interest to you if you are a qualified Dental Nurse who wishes to demonstrate continuing professional development (CPD) and to gain a higher level of qualification. It will also allow you to develop more generic skills in management, training and development, quality management, health and safety in the dental environment and personal effectiveness.

Successful completion of Year 2 will:

- ◆ provide you with the opportunity to further develop your skills and knowledge in specialist areas
- ◆ provide you with the opportunity to work as a dental nurse with 'additional skills' under the GDC Scope of Practice
- ◆ allow you to achieve the HND in Dental Nursing

You must be registered with the GDC prior to undertaking some of the more specialised Units within the HND.

Throughout both years, you will have the opportunity to further develop your Core Skills in communication, working with others, problem solving, numeracy and ICT. The Core Skill of Problem Solving at SCQF Level 6 is embedded in the following Units: Oral Health Care Graded Unit 1 and Dental Nursing Graded Unit 2

A variety of assessment models will be used throughout. These include observation, extended response questions and case studies, question papers including multiple choice questions and portfolios containing real work evidence.

14 SQA Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk

SCQF credit points: One HN credit is equivalent to 8 SCQF credit points. This applies to all HN Units, irrespective of their level.

SCQF levels: The SCQF covers 12 levels of learning. HN Units will normally be at levels 6–9. Graded Units will be at level 7 and 8.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Graded Unit: Graded Units assess candidates' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the HNC/HND from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised HNCs and HNDs are those developments or revisions undertaken by a group of centres in partnership with SQA.

Specialist single centre and specialist collaborative devised HNCs and HNDs are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised HNCs and HNDs, these developments or revisions will also be supported by SQA.

APPENDIX 1

Example of delivery and assessment plan

Delivery Plan for the first year of the HNC, to a full time learner for a total of 36 weeks.

Portfolio Development	Units	Subjects Taught	Integration of Assessments
22/08/11– 26/08/11	Induction	Fire safety Code of Ethics Students fit to practice Class room management Health & Safety Ground Rules	
22/08/11 – 09/09/11	F302 04 (OH1) F69B 34/004 PDA F69C 34/004 PDA F69D 34/004 PDA	<p>Decontamination</p> <ul style="list-style-type: none"> ◆ autoclave (types) ◆ washer disinfectant ◆ demonstration ◆ Infection ◆ cross-infection ◆ disinfection ◆ social cleaning ◆ sterilisation ◆ asepsis <p>Hazardous/no-hazardous</p> <ul style="list-style-type: none"> ◆ mercury ◆ needle stick injury ◆ sterilisation pouches ◆ steam clock ◆ printout <p>Handwashing</p> <ul style="list-style-type: none"> ◆ social ◆ surgical ◆ clinical <p>Waste bins</p> <ul style="list-style-type: none"> ◆ domestic ◆ sharps ◆ special ◆ clinical ◆ types stream line containers <p>Microbiology</p> <ul style="list-style-type: none"> ◆ micro-organisms ◆ bacteria ◆ infectious conditions <p>Health and Safety</p> <ul style="list-style-type: none"> ◆ testing equipment (function correctly) ◆ contingency plans (equipment failure to work) ◆ Health and Safety ◆ COSHH ◆ accident book ◆ Environmental Protection Act ◆ controlled waste regulations 	<p>OH3, K13, K14</p> <p>OH4, K5,K6</p> <p>OH5, K21</p> <p>OH6, K38,K37</p> <p>OH7, K15,K16</p> <p>OH8, K14</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
12/09/11 – 07/10/11	F300 04 (ENTOA) F69B 34/004 PDA F69C 34/004 PDA	<p>Legislation covering the dental nurse's job role</p> <p>Identify Hazards that may exist in your Dental Practice:</p> <ul style="list-style-type: none"> ◆ needle stick ◆ sharps ◆ mercury ◆ slip, trip, falls ◆ Electrocution ◆ importance in dealing with promptly reported risks <p>Working policies</p> <p>Job Description (Dental Nurse)</p> <p>Identify the difference between:</p> <ul style="list-style-type: none"> ◆ supplier's instructions ◆ manufacturer's instructions <p>Conduct</p> <ul style="list-style-type: none"> ◆ personal ◆ professional ◆ what should a Dental Nurse do if they were faced with a risk which they couldn't handle 	<p>OH1 K35, K36, K29, K28, K31</p> <p>OH2 K19, K22</p> <p>OH3 K12, K13, K32, K38, K34</p> <p>OH4 K4, K5, K9, K10</p> <p>OH5 K21, K22, K20 K23a,b,c</p> <p>OH6 K37, K38, K39</p> <p>OH7 K15, K16, K11, K12, K13, K14</p> <p>OH8 K14, K15, K16</p> <p>HSC 33, K3, K5</p>
12/09/11 – 07/10/11	DK57 04 (HSC 33) Start Induction	<p>Equality, Diversity and Rights</p> <p>Describe in your Dental Practice:</p> <ul style="list-style-type: none"> ◆ dilemmas ◆ conflicts <p>Codes</p> <ul style="list-style-type: none"> ◆ practice conduct ◆ standards ◆ guidance ◆ accountability ◆ responsibility <p>Development</p> <ul style="list-style-type: none"> ◆ personal ◆ professional 	<p>OH2 K21</p> <p>OH3 K26</p> <p>OH4 K32</p> <p>OH5 K25</p> <p>OH6 K36</p> <p>OH7 K20</p> <p>OH8 K28</p> <p>CHS 36 K24, K25</p>
10/10/11 – 04/11/11	F301 04 (OH2)	<p>Dental caries</p> <p>Gingivitis</p> <p>Periodontal disease</p> <p>Dental plaque</p> <p>Methods for controlling plaque</p> <p>General health</p> <p>Oral health</p> <ul style="list-style-type: none"> ◆ social factors ◆ cultural factors ◆ environmental factors 	<p>OH5 K3, K4, K5, K8, K9, K24, K25</p> <p>OH3 K2, K10, K25, K26, K27</p> <p>OH4 K31, K32</p> <p>OH7 K19, K20</p> <p>OH8 K27, K28</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
10/10/11 – 04/11/11 (cont)	F301 04 (OH2)	<ul style="list-style-type: none"> ◆ diet ◆ smoking ◆ alcohol ◆ acid content <p>Diagnosis and management of facial pain</p> <ul style="list-style-type: none"> ◆ dental ◆ non-dental <p>Nutritional values on oral health and general health</p> <ul style="list-style-type: none"> ◆ food ◆ drink <p>Sugar content</p> <ul style="list-style-type: none"> ◆ types of sugars ◆ risks of high sugar content ◆ frequency/timing <p>Fluoride</p> <ul style="list-style-type: none"> ◆ types ◆ systemic ◆ topical ◆ effects of ingesting too much toothpaste or fluoride consumption <p>Oral hygiene techniques and types</p> <ul style="list-style-type: none"> ◆ tooth brushing ◆ interdental brushes ◆ models <p>Disclosing agents Caring for dentures Caring for orthodontic appliances Communication skills</p> <ul style="list-style-type: none"> ◆ methods ◆ different social backgrounds ◆ ethnic backgrounds ◆ children ◆ special needs ◆ elderly 	

Portfolio Development	Units	Subjects Taught	Integration of Assessments
07/11/11 – 25/11/11	F304 04 (OH3) F69B 34/004 PDA F69C 34/004 PDA F69D 34/004 PDA	<p>Purpose of orthodontic treatment</p> <ul style="list-style-type: none"> ◆ types ◆ treatment available <p>Eruption dates</p> <ul style="list-style-type: none"> ◆ primary ◆ secondary <p>Structure and function of the teeth, gingival including no. roots</p> <ul style="list-style-type: none"> ◆ primary ◆ secondary <p>Dental anatomy</p> <ul style="list-style-type: none"> ◆ mandible ◆ maxilla <p>Oral diseases</p> <ul style="list-style-type: none"> ◆ malignant ◆ potentially malignant lesions ◆ diagnosis ◆ prevention ◆ management <p>Salivary glands Muscles of mastication Muscles of facial expression</p> <p>Facial pain</p> <ul style="list-style-type: none"> ◆ dental pain ◆ non-dental pain <p>Decontamination</p> <ul style="list-style-type: none"> ◆ PPE ◆ instrument ◆ equipment <p>Measuring pulp vitality:</p> <ul style="list-style-type: none"> ◆ advantages ◆ disadvantages <p>Drugs used in dentistry</p> <ul style="list-style-type: none"> ◆ analgesics ◆ antibiotics ◆ tranquillisers ◆ hypnotics ◆ emergency drugs 	<p>OH1 K1, K4, K5, K6, K7, K8, K9, K10, K11, K12, K13, K14, K16, K15, K17, K18</p> <p>OH2 K2, K1, K5, K20, K21, K19</p> <p>OH4 K4, K5, K31, K32</p> <p>OH5 K1, K5, K8, K21, K22, K26, K27, K24, K25</p> <p>OH6 K26, K27, K1, K2, K37, K38, K40, K35, K36, K41</p> <p>OH7 K1, K2, K15, K16, K17, K19, K20, K18</p> <p>OH8 K4, K2, K3, K1, K29, K27, K28, 30</p> <p>CHS 36, K2, K3, K4, K5, K6, K7, K8, K9, K10, K11, K12, K13, K14, K15, K16, K17, K18, K19, K22, K24, K25, 20, K21</p> <p>HSC 33, K24, 25</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
07/11/11 – 25/11/11 (cont)	F304 04 (OH3) F69B 34/004 PDA F69C 34/004 PDA F69D 34/004 PDA	<p>Medical History:</p> <ul style="list-style-type: none"> ◆ implications ◆ relevant medical conditions <p>Charting:</p> <ul style="list-style-type: none"> ◆ notations ◆ symbols ◆ surfaces ◆ cavities ◆ classifications (Black's) <p>Charting:</p> <ul style="list-style-type: none"> ◆ manual ◆ computer <p>Radiographs and photographs:</p> <ul style="list-style-type: none"> ◆ reasons for taking both <p>Communication skills:</p> <ul style="list-style-type: none"> ◆ verbal ◆ non-verbal <p>Resuscitation techniques and principals of First Aid:</p> <ul style="list-style-type: none"> ◆ medical emergency ◆ management of emergencies <p>Confidentiality:</p> <ul style="list-style-type: none"> ◆ informed consent ◆ expressed consent ◆ storage of records ◆ Disclosure <p>Data Protection Act 1998</p>	

Portfolio Development	Units	Subjects Taught	Integration of Assessments
28/11/11 – 16/12/11	F308 04 (OH4) F69B 34/004 PDA F69A 34/004 PDA F69D 34/004 PDA	<p>Ionising radiation:</p> <ul style="list-style-type: none"> ◆ nature ◆ uses ◆ risks <p>Hazards associated with ionising radiation:</p> <ul style="list-style-type: none"> ◆ effects on general health ◆ different doses of radiation <p>Function of protective wear Standards of infection control</p> <p>Practical protective measures</p> <ul style="list-style-type: none"> ◆ risk to patients ◆ self ◆ oral healthcare team ◆ public <p>Why radiation dose should be as low as possible Personal Radiation Monitors</p> <p>Ionising Radiation Act and policies:</p> <ul style="list-style-type: none"> ◆ IRMER ◆ local rules ◆ COSHH ◆ Health and Safety Act ◆ RPS ◆ RPA <p>Dental imaging:</p> <ul style="list-style-type: none"> ◆ processing ◆ films ◆ digital <p>Different types/size</p> <ul style="list-style-type: none"> ◆ selection process <p>Methods for cleaning different types of equipment</p> <ul style="list-style-type: none"> ◆ reason for doing this ◆ potential risks of not doing so 	<p>ENTOA K12, K3, K3, K4, K5, K6</p> <p>OH1 K9, K1, K12, K15, K18, K21, K28, K34, K35, K36</p> <p>OH2 K12, K13, K20, K21</p> <p>OH5 K21, K22, K24, K25</p> <p>OH6 K37, K38</p> <p>OH7 K15, K16</p> <p>OH8 K14, K15</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
28/11/11 – 16/12/11 (cont)	F308 04 (OH4) F69B 34/004 PDA F69A 34/004 PDA F69D 34/004 PDA	<p>Methods of confirming the correct function of equipment</p> <ul style="list-style-type: none"> ◆ action to take in case of equipment failure ◆ purpose and use if intensifying screens ◆ chemicals used in processing ◆ correct ◆ safe methods ◆ storage ◆ disposal of chemicals ◆ supporting patients who have concerns with taking a dental image <p>Reasons for protecting the processing environment</p> <ul style="list-style-type: none"> ◆ prevention of intrusion ◆ safety lights ◆ methods of processing both extra oral and intra-oral films <p>Correct method of mounting radiographs</p> <ul style="list-style-type: none"> ◆ consequences of not doing this ◆ organisations policy for filing dental radiographs <p>Record keeping</p> <ul style="list-style-type: none"> ◆ film defects ◆ fogging ◆ density ◆ contrast ◆ handling marks ◆ audit ◆ communication skills 	

Portfolio Development	Units	Subjects Taught	Integration of Assessments
19/12/11 – 20/01/12	F306 04 (OH5) F69C 34/004 PDA F69D 34/004 PDA	<p>Fissure Sealants</p> <ul style="list-style-type: none"> ◆ light curing ◆ chemical curing ◆ function <p>Surfaces</p> <p>Fluoride</p> <ul style="list-style-type: none"> ◆ topical ◆ systemic ◆ toothpaste <p>Mouthwashes</p> <p>Scale and Polish</p> <ul style="list-style-type: none"> ◆ calculus ◆ supra ◆ sub <p>Composition</p> <p>Temporary Fillings</p> <ul style="list-style-type: none"> ◆ reasons <p>Materials</p> <p>Amalgam</p> <ul style="list-style-type: none"> ◆ composition ◆ spillage ◆ functions <p>Composite</p> <ul style="list-style-type: none"> ◆ areas ◆ shade ◆ acid etch <p>Glass Ionomer</p> <ul style="list-style-type: none"> ◆ areas ◆ shade <p>Function</p> <p>Lining Materials</p> <ul style="list-style-type: none"> ◆ surface ◆ function ◆ types <p>Bonding Agents</p> <ul style="list-style-type: none"> ◆ surface ◆ function ◆ types 	<p>OH2 K1, K2</p> <p>OH3 K4, K5, K25, K26, K31</p> <p>OH4 K31, K32</p> <p>OH5 K24, K25, K27, K28</p> <p>OH6 K35, K36, K42</p> <p>OH7 K17, K18, K14, K19, K20</p> <p>OH8 K27, K28, K29, K30</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
19/12/11 – 20/01/12 (cont)	F306 04 (OH5) F69C 34/004 PDA F69D 34/004 PDA	Eruption Dates <ul style="list-style-type: none"> ◆ function different teeth ◆ structure ◆ enamel ◆ dentine ◆ connective tissues Plaque <ul style="list-style-type: none"> ◆ progression Composition Periodontal Disease <ul style="list-style-type: none"> ◆ main causes ◆ dental caries Oral disease Trigeminal Nerves Supply Matrices <ul style="list-style-type: none"> ◆ matrix bands ◆ cellulose strips Retraction cord Curing Light <ul style="list-style-type: none"> ◆ hazards ◆ prevention Causes Communication <ul style="list-style-type: none"> ◆ verbal ◆ non-verbal FDI Dental charting Team work <ul style="list-style-type: none"> ◆ importance ◆ reason ◆ LA <ul style="list-style-type: none"> ◆ types ◆ function ◆ patients 	

Portfolio Development	Units	Subjects Taught	Integration of Assessments
19/12/11 – 20/01/12	DK57 04 (HSC 33) Ongoing	Appraisals Accessing information and support on knowledge and best practice <ul style="list-style-type: none"> ◆ GDC ◆ HMle How to work in partnership with: <ul style="list-style-type: none"> ◆ Key people ◆ Others to develop you Development opportunities to enhance the Dental Nurse in practice	OH2 K21 OH3 K26 OH4 K32 OH5 K25 OH6 K36 OH7 K20 OH8 K28 CHS 36 K24, K25
23/01/12 – 10/02/12	F307 04 (OH6) F69B 34/004 PDA F69C 34/004 PDA Dental Nursing Graded Unit 1 Project	Mandible Maxilla TMJ Fixed Protheses <ul style="list-style-type: none"> ◆ Crowns and Temp ◆ Bridges and Temp ◆ Inlays ◆ Veneers Impression materials Removable <ul style="list-style-type: none"> ◆ Metal ◆ Acrylic ◆ Immediate ◆ Study models Alginate Orthodontics <ul style="list-style-type: none"> ◆ Classes ◆ Appliances reasons Disinfection/alginate Pre-prosthetic surgery Obturators Tissue conditioners Spoon dentures Shade guide List Instruments, materials and medicaments associated with all procedures	OH2 K20, K21 OH3 K18, K19, K20, K2, K31 OH4 K31, K32 OH5 K21, K22, K26, K27, K28 OH7 K14, K15, K16, K17, K18, K19, K20

Portfolio Development	Units	Subjects Taught	Integration of Assessments
13/02/12 – 02/03/12	F303 04 (OH7) F69B 34/004 PDA F69C 34/004 PDA	<p>Eruption Dates</p> <ul style="list-style-type: none"> ◆ function different teeth ◆ structure ◆ enamel ◆ dentine ◆ connective tissues <p>Endodontics</p> <ul style="list-style-type: none"> ◆ pulpitis ◆ pulp capping ◆ pulpotomy ◆ pulpectomy <p>Endodontic Spotter</p> <ul style="list-style-type: none"> ◆ instruments ◆ materials <p>Rubber Dam</p> <ul style="list-style-type: none"> ◆ components ◆ functions ◆ reasons <p>LA</p> <ul style="list-style-type: none"> ◆ types ◆ function ◆ patients <p>Standards of Infection Control</p> <ul style="list-style-type: none"> ◆ asepsis ◆ cross infection infection ◆ sterilisation ◆ social cleaning <p>Communication</p> <ul style="list-style-type: none"> ◆ verbal ◆ non-verbal <p>FDI Dental charting</p> <p>Team work</p> <ul style="list-style-type: none"> ◆ importance ◆ reason 	<p>OH1 K1, K4, K5, K6, K7, K8, K9, K10, K11, K12</p> <p>OH2 K20, K21, K22</p> <p>OH3 K4, K5, K25, K26, K18, K20, K25, K18, K20, K21, K31</p> <p>OH4 K4, K5, K31, K32</p> <p>OH5 K1, K2, K11, K21, K22, K24, K25, K26, K27, K28</p> <p>OH6 K35, K36 K40, K41, K42</p> <p>OH7 K10</p> <p>OH8 K2, K3, K4, K14, K27, K28, K29, K30</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
05/03/12 – 23/03/12	F305 04 (OH8)	<p>Oral cavity</p> <p>Label a diagram oral cavity</p> <p>Trigeminal nerves</p> <p>Label a diagram relating to the trigeminal nerves</p> <p>Tooth morphology</p> <p>Identify no roots</p> <p>Function different teeth</p> <p>No cusps</p> <p>Identify where the fissures are</p> <p>Extraction of erupted teeth</p> <p>Identify</p> <p>Instruments</p> <p>Materials</p> <p>Medicaments</p> <p>Equipment</p> <p>Extraction of unerupted teeth</p> <p>Identify</p> <p>Instruments</p> <p>Materials</p> <p>Medicaments</p> <p>Equipment</p> <p>Local Aesthetic (types)</p> <p>Equipment</p> <p>Materials</p> <p>Conscious Sedations</p> <p>GA</p> <p>Equipment</p> <p>Materials</p> <p>Instruments</p> <p>Role dental nurse</p> <p>Reasons for extractions</p> <p>Surgical extractions</p> <p>Equipment</p> <p>Materials</p> <p>Instruments</p> <p>Role dental nurse</p> <p>Removal roots/</p> <p>Equipment</p> <p>Materials</p> <p>Instruments</p> <p>Role dental nurse</p> <p>Tooth sectioning</p> <p>Bone removal</p> <p>Mucoperiostial flaps</p> <p>Impacted 8's</p> <p>Types of haemorrhage</p> <p>Types nerve damage</p> <p>Oral antral fistulas</p> <p>Equipment failure</p> <p>Cross infection</p>	<p>OH1 K1, K3, K4, K6, K7, K8, K9, K10 K11, K12, K13, K14, K15, K16, K18, K19, K20, K24</p> <p>OH2 K1.K21, K22, K23</p> <p>OH3 K18, K19, K20, K21, K12, K13, K1, K25, K26</p> <p>OH4 K4, K13, K26, K32</p> <p>OH6 K37, K38, K40, K35, K25, K27</p> <p>OH5 K2, K11, K21, K22, K26, K24, K25, K27</p> <p>OH7 K2, K10, K17, K11, K15, K16, K18, K36, K41</p>

Portfolio Development	Units	Subjects Taught	Integration of Assessments
05/03/12 – 23/03/12 (cont)	F305 04 (OH8)	Infection Sterilisation Hand washing Health and Safety COSHH Ergonomics of the dental surgery Paper work Records Cards Medical history Consent forms Radiographs GP17R Pre/post instructions prior to extractions (all types) Aspirating Confirming patient fit to leave surgery Communication Confidentiality	
26/03/12 – 27/04/12	DP07 04 (CHS 36)	Respiratory System Heart Basic life support/first aid techniques What do in the event of foreign body obstruction Different techniques for different people obstruction: <ul style="list-style-type: none"> ◆ Adult ◆ Child/young person ◆ Infant ◆ Elderly Different techniques for different people CPR: <ul style="list-style-type: none"> ◆ Adult ◆ Child/young person ◆ Infant ◆ Elderly How to deal with a suspected neck or spinal injury Different techniques for different people ventilation: <ul style="list-style-type: none"> ◆ Adult ◆ Child/young person ◆ Infant ◆ Elderly 	OH3 K28, K29, K30, K33, K34 OH5 K27 OH6 K41 OH7 K18 OH8 K25

Portfolio Development	Units	Subjects Taught	Integration of Assessments
26/03/12 – 27/04/12 (cont)	DP07 04 (CHS 36)	Technique/ position pregnant women in her third trimester Identify different types of cylinders: <ul style="list-style-type: none"> ◆ Oxygen ◆ Nitric oxide Differences between: <ul style="list-style-type: none"> ◆ certification ◆ diagnosis of death Personal safety and general health and safety Confidentiality in relation to: <ul style="list-style-type: none"> ◆ CPR ◆ paramedics 	
26/03/12 – 27/04/12	DK57 04 (HSC 33) Pre-Exit	People who have the right to know information Anti-discrimination practice Informed consent Relevant Mental Health Legislation Care programme approach Give an example: lesson learned from inquiries into serious failure of health and social care practice Give examples of successful intervention within your Dental Practice How to support an individual: <ul style="list-style-type: none"> ◆ offering skills ◆ unfamiliar contexts Different type of consent: <ul style="list-style-type: none"> ◆ valid consent ◆ implied consent ◆ informed consent ◆ verbal consent ◆ specific consent ◆ expressed consent ◆ consent under duress ◆ restricted consent ◆ written consent 	OH2 K21 OH3 K26 OH4 K32 OH5 K25 OH6 K36 OH7 K20 OH8 K28 CHS 36 K24, K25
30/04/12 – 31/05/12	Revision for the PDA Exam	All subjects	

This plan has been developed in consultation with, and following feedback from, learners and staff.

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